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ABSTRACT

An image-forming-job managing apparatus includes a communication section which executes communication with at least one second image-forming apparatus connected thereto via a communication line, and a job storage which sequentially stores image-forming jobs issued from a terminal. Upon receiving a request for displaying the image-forming jobs stored in the job storage, the image-forming-job managing apparatus displays, on a display, information contained in the image-forming jobs. Upon receiving a request for changing an output destination of one of the image-forming jobs stored in the job storage, the image-forming-job managing apparatus extracts the one of the image-forming jobs, and transfers it, via the communication section, to the second image-forming apparatus designated as the output destination.